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MEMORANDUM FOR: Director of Training 24 July 1958  
 THROUGH : Executive Officer  
 SUBJECT : Weekly Activities Report No. 25  
 Instructional Services Branch  
 16 - 22 July 1958

I. SIGNIFICANT ITEMS

None

II. OTHER ACTIVITIES

A. Film Production

1. Logistics Film

A special showing of this film was held on 23 July in the [ ] Auditorium for the actors who participated in the film. Also in attendance were Mr. Garrison and several members of his staff. After the showing, Mr. Garrison expressed the thanks of the Office of Logistics for production of the film, and agreement with the instructors who will use it, that it should be very helpful in the Logistics training program. The film was scheduled for use instructionally, for the first time, on 23 July.

2. Supervision Films

The No. 1 and No. 3 films in this series have been accepted from the contractor and will be used instructionally [ ] on 25 July. The No. 2 film is scheduled for completion by the contractor on 30 July.

3. DDI, Security and Dead Drops Films

Nothing to report on these films.

4. Office of Communications Film

The representative from the Office of Communications has practically completed the script for narration of this film. The narration should be recorded within the next week or ten days.

Document No. 766 7  
 NO CHANGE in Class. ☐  
☐ DECLASSIFIED  
 Class. CHANGED TO: TS S (C)  
 DDA Memo, 4 Apr 77  
 Auth: DDA REG. 77/1763  
 Date: 15 March 1978 [ ]

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A. Film Production

5. Suggestion Awards Film

C/ISB has spent considerable time with members of the Management Staff and the Office of the Director CIA, finalizing plans for shooting the Suggestion Awards presentation on 24 July. [ ] and [ ] have collaborated in the preparation of a proposed speech to be delivered by the Director at this ceremony.

B. Miscellaneous

C/ISB has discussed, with each individual in the Instructional Services Branch, the recent action taken by the Career Service Board on their Career Preference Outlines. Steps are being taken to implement the training approved by the Board.

C. Visual Aids Section

No significant developments to report.

D. Audio Aids Section

No significant developments to report.



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